

NATIONAL SECURITY COUNCIL  
WASHINGTON, D.C. 20504

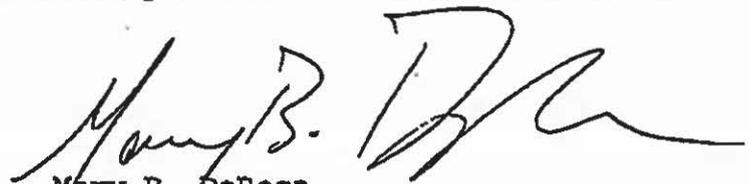
February 6, 2009

MEMORANDUM FOR SHARON FAWCETT  
Assistant Archivist  
Office of Presidential Libraries

An NSC policy staffer has asked for the retrieval of copies of records that are located at the George W. Bush Library. Since this is the first such request submitted by a member of the NSC staff during the Obama administration, I am writing to you to establish a routine procedure for handling such requests.

I suggest that Bill Leary, the NSC's Senior Director for Records and Access Management forward such requests to you for transmittal to the appropriate Library. The requests would identify the requested records as specifically as possible and indicate the purpose of the request. After securing the permission of the former President or his designated representative, responsive records would be shipped to Mr. Leary, under appropriate safeguards, for transmittal to the interested NSC staff member. Mr. Leary will ensure that such records are destroyed or returned to the Library when the immediate purpose has been fulfilled.

The instant request is for George W. Bush records regarding Daniel Poneman, who served as an NSC Senior Director during the George H.W. Bush, Clinton, and George W. Bush administrations. In connection with upcoming Senate confirmation hearings, Mr. Poneman is seeking any information from his security file regarding security violations. If there are any questions about this request, please ask the Library staff to contact Bill Leary at 202-456-9201.



Mary B. DeRosa  
Deputy Counsel to the President